

09-87-0968

Subject

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			23 SEP 87
TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
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Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
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Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

#1 - FOR ACTION AS INDICATED.

SUSPENSE: 28 OCTOBER 1987

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

★ U.S.GPO: 1986-0-491-247/20047

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

STAT

20-18

CP-87-096

MEMORANDUM FOR: Deputy Director for Administration
 Deputy Director for Intelligence
 Deputy Director for Operations
 Deputy Director for Science and Technology
 Chairman, E Career Service

FROM: Hugh E. Price
 Director of Personnel

SUBJECT: Submission of FY 1988 Senior Intelligence Service
 Position Requirements

1. As the end of FY 1987 approaches, it is again time to focus on FY 1988 Senior Intelligence Service (SIS) position requirements. Under procedures approved by the Deputy Director of Central Intelligence (DDCI), career services are to advise the Planning and Component Support Division (P&CSD), formerly Position Management and Compensation Division, each year of their SIS position requirements. This year the evaluation will be a zero based review. You are asked to review each of your current SIS positions to determine if a SIS requirement exists and that the position is performing at the SIS level. Those positions that you determine to no longer have a SIS requirement can be utilized for offset against new positions that you recommend to P&CSD for SIS status. The submission this year should also include a certification that all of your SIS positions were reviewed and that those positions not recommended for offset are properly classified at the SIS level (example attached). Any request to classify a position as SIS must be supported by an updated position description and a statement outlining the changes that elevate the position to SIS status.

2. Upon receipt of your submission, P&CSD will evaluate each response and make an appropriate recommendation to the DDCI. As in the past, final allocation of new SIS positions for FY 1988 will be determined by the DDCI. Each career service will then be advised of the results of their reallocation recommendations and of any new positions authorized. You should bear in mind that our current SIS ceiling is and our total number of SIS positions is . Recommendations for the establishment of new SIS positions that are not offset will be additions to the position total. It is requested that your response be forwarded to P&CSD by 1 November 1987. The Organizational Development Branch (extension secure) of P&CSD should be contacted directly should assistance on any aspect of your submission be required.

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Hugh E. Price

Attachment:
 As Stated

ADMINISTRATIVE - INTERNAL USE ONLY

MEMORANDUM FOR: Director of Personnel

FROM:

SUBJECT: SIS Positions

1. A review of all SIS positions in the Directorate of has been completed. As a result of this review, it has been determined that the following positions are no longer functioning at the SIS level:

2. The Directorate has also completed a review of the following positions that on the basis of additional responsibility are recommended for SIS status:

3. A review of all SIS positions in the Directorate has been completed. With the exception of those positions listed in paragraph one above, all positions in the Directorate currently holding SIS status are still functioning at that level.

ADMINISTRATIVE - INTERNAL USE ONLY

**SUBJECT: Submission of FY 1988 Senior Intelligence Service
Position Requirements**

OP/CAP/PCSD/OBD/ [] (7 September 1987)

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Distribution:

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